

# NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

July 10, 2012 - Draft

## MINUTES

<b>PRESENT:</b>	
Felicia Tyler	LHRC Member, Chair
Robin Rukin	LHRC Member, Secretary
Robert Thompson	LHRC Member
Deborah Elliott	LHRC Member
Hillary Zaneveld	Office of Human Rights
Teresa James	Brighter Futures
Sharayah Tornquist	Chessen and Associates
Heather Fisher	Family Solutions
Ednora Mason	Heart & Soul
Matthew Bradley	Heart & Soul
Patricia Bills	Alexander House
Suzanne Loughman	C.A.T.C.H
Simone Dreher	Guiding Young Girls
Robert Stitt, Jr.	Inner Circle
Marcella Moore	Opportunities for Growth
Carey Chappell	Newport News Behavioral Health Center
Lavar Reynolds	Newport News Behavioral Health Center
Jill Adrian	Newport News Behavioral Health Center
Clarence Mayo	Faith Hope Care Provider
Barbara Farrell	Residential Living Options
Mina Mahok	Five Star Living
Ramon Corrales	Five Star Living
Christopher Taggart	Cornerstone Support Services
<b>ABSENT:</b>	
Tim Russell	LHRC Member, Co-Chair

### **I. CALL TO ORDER**

The meeting was called to order by Ms. Tyler, Chairperson at 2:03pm.

### **II. REVIEW OF THE MINUTES**

The minutes for the April 17, 2012 meeting were reviewed. A motion was made by R. Rukin to accept the minutes as written. Motion was seconded by R. Thompson. Vote was taken, all in favor.

F. Tyler requested that, submission of quarterly reports to NNRLHRC board members and OHR be added to the agenda under new business.

### **III. OLD BUSINESS**

Topic: Newport News Behavioral Health Center briefed an updated version of their Resident Point System and Level Freeze program. Adjustments needed to be made per the previous NNLRHC meeting, amending the statement about residents carrying their own point sheets. This system and program have been previously approved for Serenity and Project Valor during the last LHRC meeting April 17, 2012.

Action: A motion was made by R. Rukin to approve the Resident Point System and Level Freeze program for Integrity. Motion was seconded by R. Thompson. Vote was taken, all in favor.

### **IV. NEW BUSINESS**

Topic: Transitions Training and Development, LLC briefed their program.

Action: A motion was made by R. Thompson to approve affiliation of Transitions Training and Development, LLC to NNLRHC. Motion was seconded by R. Rukin. Vote was taken, all in favor.

Topic: Cornerstone Support Services briefed their program.

Action: D. Elliot made a motion to approve affiliation of Cornerstone Support Services to NNLRHC and their Behavioral Management Plan, with the recommended changes (clarify restraint authority). Motion was seconded by R. Thompson. Vote was taken, all in favor.

Topic: F. Tyler reported that NNLRHC board members and OHR are not receiving quarterly reports from affiliates in a timely fashion. Quarterly reports are to be received prior to the scheduled meeting, in order to give all parties the opportunity to review the data. H. Zaneveld, OHR fully supported Ms. Tyler's statement.

### **V. ADVOCATE'S REPORT**

Cornerstone Support Services and Transitions Training and Development, LLC to provide their Cooperative Agreements at the next scheduled NNLRHC meeting.

A new advocate, Timothy Jones, started July 10, 2012 with the OHR.

Ms. Zaneveld handed out the newly formatted Serious Injuries and Death, form <http://www.dbhds.virginia.gov/documents/forms/3218eLIC.pdf>, to be used by all affiliates. This form should be faxed to the Central Office within 24 hours of the incident. Any Human Rights questions the Central Office may have on the report will be forwarded to your local OHR Office (Region 5 for NNLRHC). Again, the Serious Injuries and Death form will be faxed directly to the Central Office not Region 5. All affiliates have been previously notified about this change, this is just a reminder.

Ms. Zaneveld stated that the affiliates could go to [www.dbhds.virginia.gov/OHR-UsefulInformation.htm#hr4](http://www.dbhds.virginia.gov/OHR-UsefulInformation.htm#hr4) to learn more about what the OHR looks for when reviewing abuse and neglect allegations if they have any questions.

## **VI. STANDING REPORTS**

### **Topic: General Information**

**Discussion:** Affiliates were asked to bring any issues that include resident information to be heard in closed session. The following affiliates read aloud their quarterly report to the board members and OHR:

- Newport News Behavioral Health Center
- Transitions Training and Development
- Cornerstone Support Services
- Guiding Young Girls
- Five Star Living
- Heart and Soul
- Inner Circle
- Opportunities for Growth
- Faith Hope Care Providers
- Brighter Futures
- Chessen and Associates
- Alexander House
- Family Solutions
- C.A.T.C.H
- Residential Living Options

## **VII. PUBLIC COMMENT**

### **No Public Comment**

## **VIII. CLOSED SESSION**

**Motion:** At 3:05pm, D. Elliott moved that the NNRLHRC go into executive session, pursuant to Virginia Code 2.2-371(A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review serious incidents from Newport News Behavioral Health Center, Family Solutions, Residential Living Options, and Alexander House, pursuant to the regulations. R. Rukin seconded the motion.

## **IX. RECONVENED IN OPEN SESSION**

**Motion:** At 4:15pm, a motion was made by D. Elliott to reconvene into Open Session. Motion seconded by R. Thompson and each member so certified that to the best of each members knowledge only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session.

## **X. LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATIONS**

### **Residential Living Option:**

- No recommendations

### **Family Solutions:**

- No recommendations

**Newport News Behavioral Health Center:**

- No recommendations

**Alexander House:**

- No recommendations

**XI. MEETING SCHEDULE 2012 (2:00-4:00pm):** October 9<sup>th</sup>

**XII. NEXT SCHEDULED MEETING**

The next regular LHRC meeting is scheduled for Tuesday, October 9, 2012 at 2:00pm at Newport News Behavioral Health Center
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**XIII. ADJOURNMENT**

Ms. Tyler adjourned the meeting at 4:20pm

RESPECTFULLY SUBMITTED: Felicia Tyler, Chairperson

FT/jma